The Insolvency Act 1986

Administrator's progress report

Name of Company

D A Green & Sons Limited

Company number

00537720

In the

High Court of Justice, Chancery Division, Birmingham District Registry

Court case number

8472 of 2010

We

A C O'Keefe Zolfo Cooper The Zenith Building 26 Spring Gardens Manchester R K Grant Zolfo Cooper 35 Newhall Street Birmingham B3 3PU S Wilson Zolfo Cooper The Zenith Building 26 Spring Gardens Manchester M2 1AB

administrators of the above company attach a final progress report for the period

From

14 October 2010

25 March 2011

Signed

Joint Administrator

Dated

15.4.11

Contact Details:

You do not have to give any contact information in the box opposite but if you do, it will help Companies House to contact you if there is a query on the form

The contact information that you give will be visible to searchers of the public record

Jack Worthington
Zolfo Cooper
The Zenith Building
26 Spring Gardens
Manchester
M2 1AB

DX Number

+44 (0) 161 838 4500 DX Exchange

When you have completed and signed this form, please send it to the Registrar of Companies at -

Companies House, Crown Way, Cardiff CF14 3UZ DX 33050 Cardiff

AMTSMTCP

A21 16/04/2011 COMPANIES HOUSE ode

Software Supplied by Turnkey Computer Technology Limited, Glasgow, Scotland



Joint Administrators'
Final Progress Report
for the Period 14
October 2010 to 25
March 2011

D. A. Green & Sons Limited - In Administration

28 March 2011



Contents

| 1 | Statutory Information | 2 |
|-------------|--|---|
| 2 | Joint Administrators' Proposals | 2 |
| 3 | Progress of the Administration | 2 |
| 4 | Joint Administrators' Remuneration | 4 |
| 5 | Unrealised Assets | 5 |
| 6 | Outcome for Creditors | 5 |
| 7 | Ending the Administration | 6 |
| 8 | Creditors' rights | 6 |
| | | |
| Αp | pendices | |
| Rec 201 | eipts and Payments Account for the Period from 4 December 2010 to 25 March 1 and a Cumulative Account for the Period 14 October 2010 to 25 March 2011 | A |
| Tım | e Analysis for the Period from 1 December 2010 to 25 March 2011 Appendix | В |
| Cun | nulative Time Analysis for the Period from 14 October 2010 to 25 March 2011Appendix | C |
| Add Stat | litional information in relation to the Joint Administrators' fees pursuant to tement of Insolvency Practice 9Appendix | D |

Zolfo Cooper The Zenith Building, 26 Spring Gardens, Manchester, M2 1AB

t: +44 (0) 161 838 4500 f: +44 (0) 161 838 4501

© Zolfo Cooper 2011. All rights reserved.

www.zolfocooper.com



1 Statutory Information

- 1.1 I was appointed Joint Administrator of D. A. Green & Sons Limited (the Company) together with Ryan Grant and Simon Wilson on 14 October 2010. The application for the appointment of an Administrator was made by the Directors.
- 1 2 This Administration is being handled by Zolfo Cooper's Manchester office, situated at The Zenith Building, 26 Spring Gardens, Manchester, M2 1AB.
- 1.3 The Administration is registered in the High Court of Justice, Chancery Division, Birmingham District Registry, under reference number 8472 of 2010.
- 1.4 The Company traded from Hackford House, High Road, Whaplode, Lincolnshire, PE12 6TG (the Premises).
- 1.5 The registered office of the Company is Zolfo Cooper, The Zenith Building, 26 Spring Gardens, Manchester, M2 1AB and its registered number is 00537720.
- 1.6 The functions of the Administrators may be exercised by either or both, acting jointly or alone.

2 Joint Administrators' Proposals

- 2.1 As previously advised, the Joint Administrators must perform their functions with the purpose of achieving one of the following three objectives:
 - Rescuing the Company as a going concern;
 - Achieving a better result for the Company's creditors as a whole than would be likely if the Company were wound up (without first being in Administration); or
 - Realising property in order to make a distribution to one or more secured or preferential creditors.
- 2.2 The strategy for achieving these objectives was outlined in our Report and Statement of Proposals dated 7 December 2010 (the Proposals). As previously advised, the Joint Administrators are pursuing the second objective.
- 2.3 This objective has been achieved. The secured creditor, Lloyds Bank plc (the Bank) was fully repaid following our appointment from cash balances held by the Company. In addition, preferential creditors will be repaid in full and a distribution will be made to the unsecured creditors by the Liquidators. This is discussed further in Section 6.

3 Progress of the Administration

- Attached at Appendix A is the Joint Administrators' Receipts and Payments Account for the period from 4 December 2010 to 25 March 2011, together with a Cumulative Receipts and Payments Account for the period from 14 October 2010 to 25 March 2011 A comparison to the Director's Statement of Affairs is also provided here.
- 3.2 Since appointment, the Joint Administrators have successfully negotiated and secured realisations from the following sources;



Cash at Bank

3.3 Since the Proposals, further cash balances totalling £5,056 have been transferred from the Company's pre-appointment account, bringing total receipts to £204,050

Freehold Property

- The Premises, which comprise of factory and office space, are currently being marketed by our agent, King Sturge LLP (King Sturge) interest in the Premises has been limited to date and no formal offers have been received. We continue to incur holding costs in maintaining the Premises whilst a purchaser is sought.
- 3.5 We originally anticipated a sale would be achieved within a 12 month marketing period; however, a small amount of asbestos has been identified in the factory. Whilst the asbestos is contained, it cannot be disposed of without costs being incurred. It is likely this will have an impact on the timescale to conclude any sale and the ultimate sale price that will be achieved.

Leasehold Property

3.6 The leasehold properties which the Company sublet have generated rental receipts of £1,404 in the period. We do not expect these leases to be a source of any further income as the leases have expired and the costs of renewing them are prohibitive. There are no lease premiums available and we are in the process of surrendering the leases.

Book Debts

- 3.7 The debtors' ledger totalled approximately £3.4 million on appointment. This included balances totalling £1.1 million from the Company's four key customers. We negotiated settlements in the sum of £296,225 in respect of the key customer debts, as detailed in the Proposals.
- 3.8 Collections from the remaining debtors total £394,493. Due to the contractual nature of the debts we continue to utilise the services of quantity surveyors, Naismiths Limited, (Naismiths) to assist with collections. Naismiths have advised that they anticipate further realisations of between £185,000 and £639,000; however, the level and timeline for further realisations will be dictated by the costs incurred in completing the outstanding works and the expiry of defect liability periods

Stock and Scrap Metal

3.9 Since the Proposals further realisations of £12,715 from the sale of stock and £100,986 from the sale of scrap metal has been achieved. This brings the balances of realisations to £91,167 and £101,088 respectively.

Plant and Machinery (P&M)

3.10 A sale of the Company's P&M has realised £350,000, with the purchaser settling all of King Sturge's costs by way of a separate buyer's premium.

Other Assets

3.11 A total of £27,194 has been refunded from the Company's pre-appointment insurer. Other sundry receipts, including the sale of small items of furniture and equipment, total £3,789.



- 3.12 Sales of the Company's motor vehicles realised a total of £8,077 No further realisations have been made in the current period.
- 3.13 Bank interest in the sum of £755 has been received.

Connected Party Transactions

3.14 As detailed in the Proposals and in accordance with Statement of Insolvency Practice 13, I would advise you that the following assets were sold to a Director of the Company.

| Date of Asset (Involved and Na Transaction - of Transaction | ture Consideration/Paid Sold To Relationship |
|--|--|
| 29/10/2010 HP Compaq Laptop | £50 paid on 29/10/10 Paul Coote Director |
| 29/10/2010 HP DX2300 Processor | ## ## ## ## ## ## ## ## ## ## ## ## ## |

4 Joint Administrators' Remuneration

- 4.1 The Creditors' Committee approved that the basis of the Joint Administrators' remuneration be fixed by reference to the time properly spent by them and their staff in managing the Administration.
- The Joint Administrators' time costs for the period 1 December 2010 to 25 March 2011 are £71,458. This represents 347 hours at an average rate of £206 per hour. Attached at Appendix B is a Time Analysis for the period which provides details of the activity costs incurred by staff grade.
- 4.3 A description of the work performed under the main activity codes in Appendix B as per the provisions of Statement of Insolvency Practice 9, is as follows:
 - Administration and Planning The time noted here reflects the statutory duties of the Joint Administrators, including time spent implementing the ongoing Administration strategy. Case related treasury and support function time costs are also recorded here, together with case related travel time
 - Realisation of Assets Time has been incurred in implementing the general realisation strategy regarding the Company's assets, including liaising with King Sturge and dealing with interested parties This also includes time spent dealing with retention of title claims.

Time has also been spent liaising with Naismiths in relation to the ongoing collection of the contract debts.

- Trading Time recorded here relates to dealing with suppliers, utilities and security. This also includes making payments in relation to ongoing property holding costs.
- Creditors Significant amounts of time have been incurred in dealing with trade creditor correspondence and telephone calls. In addition, there has been a substantial amount of time spent in dealing with employee redundancies, assisting in the completion of, and processing of, employee claims and related issues and enquires. This also includes time spent formally reporting to the creditors.



- 4.4 Also attached at Appendix C is a Cumulative Time Analysis for the period 14 October 2010 to 25 March 2011 which provides details of the activity costs incurred by staff grade since the Joint Administrators appointment. The Joint Administrators' time costs for the cumulative period since appointment are £193,814.
- 4.5 To date, £122,356 has been drawn on account against these time costs.
- 4.6 We have written to the Creditors' Committee to request permission to draw a further Administration fee of £65,195 to 18 March 2011, plus disbursements in the sum of £46 in respect of photocopying charges. Subject to their approval, this amount will be drawn in the Creditors' Voluntary Liquidation (CVL).
- 4.7 In addition, £10,111 has been paid to Zolfo Cooper in respect of planning work which was undertaken prior to appointment. This was approved by the Creditors' Committee following the circulation of the Proposals.
- 4.8 Attached as Appendix D is additional information in relation to the Joint Administrators' policy on staffing, the use of sub-contractors, disbursements and details of their current charge-out rates by staff grade.
- 5 Unrealised Assets
- 5.1 As detailed in Section 3, the following assets have yet to be realised and will now be dealt with by the Liquidator once appointed.
 - The Premises; and
 - The remaining contract debts totalling approximately £1 9 million.
- 6 Outcome for Creditors

Secured Creditor - Lloyds Bank plc

6.1 The Bank had an outstanding term loan to the Company of approximately £691,040. This was repaid in full from funds held in the Company's account immediately following our appointment.

Preferential Creditors

- 6.2 Preferential creditor claims received to date total £48,231. In addition, there are several employee tribunal claims currently ongoing. We are unable to estimate the outcome of these actions but it should be noted that an element of any award may rank as preferential.
- As detailed in the Proposals there will be sufficient funds available to discharge the preferential creditor claims in full. This will be dealt with by the Liquidator once the tribunal claims have been finalised.



Unsecured Creditors

- There will be a surplus available for unsecured creditors; however, we are unable to quantify the level of these funds or the actual rate of any unsecured dividend until the remaining assets are realised and claims, including the preferential claims which rank in priority, have been agreed.
- 6.5 Based on current information, we anticipate that a dividend of approximately 50 pence in the pound will be paid.

7 Ending the Administration

- 7.1 The Joint Administrators will file a notice pursuant to Paragraph 83(3) of the Insolvency Act 1986 (the Act) with the Registrar of Companies in order that the Administration will cease and the Company will move automatically into CVL.
- 7.2 The Joint Administrators will also become the Joint Liquidators of the CVL The Joint Administrators will be discharged from liability under Paragraph 98(3) of Schedule B1 to the Act immediately upon their appointment as Administrators ceasing to have effect.

8 Creditors' rights

- 8.1 Within 21 days of the receipt of the report, an unsecured creditor (with the concurrence of at least 5% of the value of the unsecured creditors) may request in writing that the Joint Administrators provide further information about their remuneration or expenses (other than pre Administration costs) which have been itemised in this progress report.
- 8.2 An unsecured creditor (with the concurrence of at least 10% of the value of unsecured creditors) may within eight weeks of receipt of this progress report make an application to court on the grounds that the basis fixed for the Joint Administrators' remuneration, the remuneration or the expenses incurred by the Joint Administrators as set out in this progress report are excessive.

For and on behalf of D A Green & Sons Limited

Anne O'Keefe Joint Administrator

Enc



Receipts and Payments Account for the Period from 4 December 2010 to 25 March 2011 and a Cumulative Account for the Period 14 October 2010 to 25 March 2011

Appendix A

| FLOATING REALISATIONS 2,000,000 Freehold Land & Property - 540,000 Plant & Machinery - Motor Vehicles - 8,0 Scrap Metal 100,986 101,0 360,000 Stock/WIP 12,715 91,1 800,000 Customer Negotiations - 296,2 350,000 Book Debts 151,354 394,4 insurance Refund 26,630 27,1 106,000 Cash at Bank 5,056 204,0 Rental Income 1,404 7,1 Sundry Receipts 1,620 2,5 Furniture & Equipment - 1,2 Bank Interest Gross 755 7 300,519 1,483,9 | 10 |
|--|------------|
| 2,000,000 Freehold Land & Property | |
| 540,000 Plant & Machinery - 350,0 Motor Vehicles - 8,0 Scrap Metal 100,986 101,0 360,000 Stock/WIP 12,715 91,1 800,000 Customer Negotiations - 296,2 350,000 Book Debts 151,354 394,4 Insurance Refund 26,630 27,1 106,000 Cash at Bank 5,056 204,0 Rental Income 1,404 7,1 Sundry Receipts 1,620 2,5 Furniture & Equipment - 1,2 Bank Interest Gross 755 7 300,519 1,483,9 | _ |
| Motor Vehicles - 8,0 Scrap Metal 100,986 101,0 360,000 Stock/WIP 12,715 91,1 800,000 Customer Negotiations - 296,2 350,000 Book Debts 151,354 394,4 Insurance Refund 26,630 27,1 106,000 Cash at Bank 5,056 204,0 Rental Income 1,404 7,1 Sundry Receipts 1,620 2,5 Furniture & Equipment - 1,2 Bank Interest Gross 755 7 300,519 1,483,9 | വ |
| Scrap Metal 100,986 101,0 360,000 Stock/WIP 12,715 91,1 800,000 Customer Negotiations 296,2 350,000 Book Debts 151,354 394,4 Insurance Refund 26,630 27,1 106,000 Cash at Bank 5,056 204,0 Rental Income 1,404 7,1 Sundry Receipts 1,620 2,5 Furniture & Equipment - 1,2 Bank Interest Gross 755 7 300,519 1,483,9 | |
| 360,000 Stock/WIP 12,715 91,1 800,000 Customer Negotiations 296,2 350,000 Book Debts 151,354 394,4 Insurance Refund 26,630 27,1 106,000 Cash at Bank 5,056 204,0 Rental Income 1,404 7,1 Sundry Receipts 1,620 2,5 Furniture & Equipment - 1,2 Bank Interest Gross 755 7 300,519 1,483,9 | |
| 800,000 Customer Negotiations 296,2 350,000 Book Debts 151,354 394,4 Insurance Refund 26,630 27,1 106,000 Cash at Bank 5,056 204,0 Rental Income 1,404 7,1 Sundry Receipts 1,620 2,5 Furniture & Equipment - 1,2 Bank Interest Gross 755 7 300,519 1,483,9 | |
| 350,000 Book Debts 151,354 394,4 Insurance Refund 26,630 27,1 106,000 Cash at Bank 5,056 204,0 Rental Income 1,404 7,1 Sundry Receipts 1,620 2,5 Furniture & Equipment - 1,2 Bank Interest Gross 755 7 300,519 1,483,9 | |
| Insurance Refund 26,630 27,1 | 93 |
| 106,000 Cash at Bank Rental Income 5,056 204,0 Rental Income 1,404 7,1 Sundry Receipts 1,620 2,5 Furniture & Equipment - 1,2 Bank Interest Gross 755 7 300,519 1,483,9 | |
| Rental Income 1,404 7,1 Sundry Receipts 1,620 2,5 Furniture & Equipment - 1,2 Bank Interest Gross 755 7 300,519 1,483,9 | |
| Furniture & Equipment | 37 |
| Furniture & Equipment | 50 |
| 300,519 1,483,9 | |
| • | <u>55_</u> |
| FLOATING COSTS | 74 |
| | |
| Employee Expenses - 6 | 52 |
| Pensions Scheme Admin Costs 2,007 2,0 | 07 |
| Administrators' Fees 122,356 122,3 | |
| Pre Appointment Advisory Fees 10,111 10,1 | |
| Professional Fees 1,250 1,2 | 50 |
| | 46 |
| Travel & Subsistence Costs 3,772 3,7 | |
| Pension Contributions - 6,7 | |
| | 50 |
| Media/PR Related Fees 1,913 1,9 | |
| | 42 |
| Agents/Valuers Fees 33,796 33,7 | |
| Debtor & WIP Collection Fees 14,029 49,0 | |
| Legal Fees 32,659 32,6 | |
| other rayion bedderions (inc. corr) | 24 |
| reception a recent a | 28 |
| Stationery & Postage 5,143 6,0 | |
| Troperty Herital Costs | 00 |
| 300/450 60303 | 50 |
| ne preceder of man | 26 15 |
| Statutory navertising | 15 54 |
| Security Costs 9,075 37,6 | 55 |
| Time to | |
| other (topers) Expenses | 16 |
| Company secretor | |
| | |
| | 75 |
| | 62 |
| Sundry Expenses 605 / (240,642) (475,04 | |
| | |
| BALANCE AVAILABLE TO THE LIQUIDATOR 59,877 1,008,9 | 31 |
| REPRESENTED BY | |
| VAT Receivable 27,1 | 68 |
| Floating Interest Bearing 981,7 | |
| 1,008,9 | 31 |



Time Analysis for the Period 1 December 2010 to 25 March 2011

Appendix B

| | F | mnlovee G | irade (Hours) | | | (£'s) | |
|--|-------------------|------------|---------------|---------|-------------|---|------------|
| | Partner / | | Associate Jnr | \nahst/ | Total Hours | Total Cost | Average |
| | | Associate | | Support | Total Hours | <u> </u> | Rate p/h |
| Administration and Planning | Dir ector | Associate | Milayst | 3upport | ! | | Maca prii |
| Strategy and Control | 2.6 | 4.1 | 10,1 | 1.1 | 17.9 | 4,627.00 | 258 |
| Statutory Duties | 0.0 | 0 3 | 0.1 | 0.6 | 1,0 | 183,50 | 184 |
| Job Administration | 10 | 0.5 | 21 1 | 11 6 | 34,2 | 6,466 00 | 189 |
| Cash Accounting and Time Records | 0 1 | 0.6 | 8 1 | 21 0 | 29.8 | 4,309.00 | 145 |
| Travel and Walting Time | 3 0 | 0.0 | 11.8 | 2 7 | 17,5 | 4,058,00 | 232 |
| Case Closure | 00 | 1.7 | 0.5 | 0.6 | 2,8 | 714.50 | 255 |
| Internal Documentation and IT | 0.0 | 0 0 | 8.3 | 1 1 | 9,4 | 1,951.50 | 208 |
| Investigations | | | | | | | |
| D Reports | 0.0 | 0 5 | 9.5 | 0.5 | 10.5 | 2,305.00 | 220 |
| Other Investigations | 0.0 | 0.0 | 0.0 | 0.4 | 0.4 | 46.00 | 115 |
| Internal Documentation | 0 0 | 0 0 | 0.0 | 0.0 | 0.0 | 0.00 | - |
| Realisation of Assets - Fixed Charge | | | | | | | |
| Initial Actions and Valuations | 0 8 | 3 4 | 3.1 | 0.2 | 7.5 | 2,091.00 | 279 |
| Sale of Assets | 0 0 | 0 0 | 18 | 0 0 | 1,8 | 411.00 | 228 |
| Insurance | 0 0 | 0.0 | 0 0 | 0.0 | 0 0 | 0.00 | - |
| Litigation | 0.0 | 0 0 | 0.0 | 0.0 | 0.0 | 0.00 | - |
| Internal and External Documentation | 0 0 | 0 8 | 0.0 | 0 3 | 1,1 | 285.00 | 259 |
| Realisation of Assets - Debtors | | | | | | | |
| Debt Collection | 0.0 | 0 0 | 2.6 | 0 0 | 2.6 | 578.00 | 222 |
| Debtors Litigation | 0 0 | 0.0 | 08 | 0.0 | 0.8 | 184.00 | 230 |
| Crown Debtors | 0,0 | 0 0 | 0 0 | 00 | 0.0 | 0 00 | - |
| Internal and External Documentation | 0 0 | 0 0 | 0 3 | 0 0 | 0.3 | 66.00 | 220 |
| Realisation of Assets - Floating Char | - | | | | | | 400 |
| Initial Actions and Valuations | 0 0 | 0 4 | 0 3 | 0.7 | 1.4 | 263.00 | 188 |
| Sale of Assets | 0.0 | 0.0 | 1 5 | 0 0 | 1.5 | 330.00 | 220 |
| Insurance | 0 0 | 0.0 | 1 2 | 0.7 | 1.9 | 344.50 | 181 |
| Retention of Title | 0.0 | 0 0 | 6 9 | 76 | 14.5 | 2,354.00 | 162 210 |
| Hire Purchase / Leased Assets | 0.0 | 0 0 | 0.5 | 0 1 | 0.6 | 126.00 | 210 |
| Litigation | 0.0 | 0 0 | 0 0 | 0 0 | 00 | 0.00 | 220 |
| Internal and External Communication | 0.0 | 0.0 | 7.8 | 0.0 | 7.8 | 1,716.00 | 220 |
| Trading | 2.0 | 4.0 | ٥٢ | 0 0 | 1,5 | 425.00 | 283 |
| Initial Actions | 0.0 | 10 | 05 | 01 | 1,5 | 469.50 | 313 |
| Cash Accounting | 0.2 | 1.2 | 00 | 4.6 | 1.3 21.9 | 4,342.00 | 198 |
| Ongoing Trading Activities Internal and External Communication | 0.0 0 0 | 0.2 0 0 | 17 1 2,5 | 0.2 | 2.7 | 572.00 | 212 |
| Creditors | | | | | | | |
| Bank and Creditor Reporting | 10 4 | 8 1 | 10 2 | 5.0 | 33.7 | 9,206.50 | 273 |
| Creditors Committee | 2.0 | 3.8 | 5 8 | 0.0 | | 3,208.00 | 277 |
| Creditor Dealings | 0 2 | 8 3 | | 37.0 | | 14,228.00 | 179 |
| Creditor Claims | 0.0 | 0.4 | 0 0 | 2 0 | 2,4 | 346.00 | 144 |
| Litigation | 0.0 | 0.0 | 00 | 00 | | 0.00 | - |
| Shareholders / Bankrupts | 0.0 | 0.0 | 0.0 | 0.0 | | 0.00 | • |
| Internal Documentation | 00 | 0.0 | 0.4 | 1 0 | 1.4 | 198.00 | 141 |
| Employees | 00 | 1 5 | 17.8 | 5 8 | 25,1 | 5,054.00 | 201 |
| Employee Communications | 0 0 | 0.0 | 0 0 | 0 0 | 0 0 | 0.00 | - |
| Tatala | 20.3 | 34.0 | 194 5 | 104.9 | 346,5 | 71,458.00 | 206 |
| Totals | 20.3 | 36 8 | 184.5 | 104.9 | 340,3 | 1 ,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,, | 200 |



Cumulative Time Analysis for the Period from 14 October 2010 to 25 March 2011

Appendix C

| | Ε | mployee G | rade (Hours) | | | [(£'s) | |
|---|------------|---|---------------|----------|-------------|---------------------|------------|
| | Partner / | | Associate Jnr | Analyst/ | Total Hours | Total Cost | Average |
| | | Associate | | Support | | · | Rate p/h |
| Administration and Planning | Dir CCCO | ,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,, | | 40PP4.1 | | | |
| Strategy and Control | 14 1 | 97 | 24 1 | 25 0 | 72 9 | 16,330.50 | 224 |
| Statutory Duties | 0,1 | 1.4 | 0 6 | 4 1 | 6.2 | 1,047.00 | 169 |
| Job Administration | 2 1 | 0 9 | 31 3 | 35 3 | 69.6 | 11,862 00 | 170 |
| Cash Accounting and Time Records | 0 1 | 07 | 18.6 | 28 2 | 47.6 | 7,530.00 | 158 |
| Travel and Waiting Time | 10.2 | 7,5 | 42.6 | 25.6 | 85,9 | 18,303.00 | 213 |
| Case Closure | 0 0 | 1.7 | 05 | 0.6 | 2.8 | 714.50 | 255 |
| Internal Documentation and IT | 0 0 | 6.9 | 16 5 | 4 6 | 28.0 | 6,218.50 | 222 |
| Investigations | | | | | | | |
| D Reports | 0 0 | 2.2 | 9 5 | 1.9 | 13 6 | 2,969.00 | 218 |
| Other Investigations | 0.0 | 0.0 | 0 0 | 0.4 | 0.4 | 46.00 | 115 |
| Internal Documentation | 0.0 | 0 0 | 0.0 | 0 7 | 0.7 | 77.00 | 110 |
| Realisation of Assets - Fixed Charge | | | _ | | | | |
| Initial Actions and Valuations | 1 3 | 6.1 | 3.1 | 0 2 | 10.7 | 3,088.50 | 289 |
| Sale of Assets | 10 | 0 0 | 3 1 | 0 0 | 4.1 | 1,072.00 | 261 |
| Insurance | 0 0 | 0 0 | 0.5 | 0 0 | 0.5 | 110.00 | 220 |
| Litigation | 0 0 | 0.0 | 0 4 | 0.0 | 0.4 | 88 00 | 220 |
| Internal and External Documentation | 0 0 | 1.1 | 0 0 | 1 2 | 2.3 | 474.00 | 206 |
| Realisation of Assets - Debtors | | | • | | 2.4 | E70.00 | 222 |
| Debt Collection | 0 0 | 0 0 | 26 | 0 0 | 2.6 | 578 00 184.00 | 230 |
| Debtors Litigation | 0 0 0.0 | 0.0 0 0 | 0.0 | 00 | 0,8 0,0 | 0.00 | 230 |
| Crown Debtors Internal and External Documentation | 0.0 | 00 | 0.0 | 00 | 0.3 | 66.00 | 220 |
| Realisation of Assets - Floating Char | ge. | | | | | | |
| Initial Actions and Valuations | 2 5 | 2 1 | 6 1 | 7 2 | 17,9 | 3,701 50 | 207 |
| Sale of Assets | 71 | 0 9 | 13,0 | 4 2 | 25,2 | 6,250,50 | 248 |
| Insurance | 0.0 | 0 1 | 1 2 | 3 8 | 5.1 | 715.50 | 140 |
| Retention of Title | 0.0 | 1 8 | 13 1 | 54 4 | 69.3 | 9,406.00 | 136 |
| Hire Purchase / Leased Assets | 0.0 | 0 0 | 0,8 | 1 5 | 2,3 | 346.00 | 150 |
| Litigation | 0 0 | 0 0 | 0 5 | 0 0 | 0.5 | 110,00 | 220 |
| Internal and External Communication | 0 0 | 0 5 | 7.8 | 16 3 | 24.6 | 3,659.00 | 149 |
| Trading | | | | | | 1 | |
| Initial Actions | 7 5 | 12.9 | 3.9 | 5.2 | 29.5 | 8,127.50 | 276 |
| Cash Accounting | 0 4 | 1.5 | 0 0 | 0.7 | 2,6 | 710.50 | 273 |
| Ongoing Trading Activities | 0 0 | 3.2 | 54 5 | 21.9 | 79.6 3.7 | 15,371.00 682,00 | 193 184 |
| Internal and External Communication | 0 0 | 0.0 | 2 5 | 1 2 | 3.7 | 002.00 | 104 |
| Creditors | 44. | 40.0 | 22.4 | 19,4 | 64,1 | 14,644.50 | 228 |
| Bank and Creditor Reporting | 11.6 | 10.0 | 23 1 5 8 | 0.0 | | 3,208,00 | 277 |
| Creditor Committee | 2 0 0 2 | 3.8 13.2 | 3 8 40.2 | 106.7 | 160 3 | 24,745.00 | 154 |
| Creditor Dealings | 00 | 0,4 | 0.2 | 2 0 | 2,7 | 412.00 | 153 |
| Creditor Claims Litigation | 00 | 0.4 | 07 | 00 | 0.7 | 154.00 | 220 |
| Shareholders / Bankrupts | 00 | 00 | 00 | 00 | 0.0 | 0.00 | |
| Internal Documentation | 00 | 0.5 | 04 | 1.4 | 2.3 | 392,00 | 170 |
| Employees | 4 5 | 12.3 | 101 7 | 23 9 | | 30,420.50 | 214 |
| Employee Communications | 0.0 | 0.0 | 0.0 | 0 0 | 0.0 | 0.00 | • |
| | | | | | | | |
| Totals | 64.7 | 101.4 | 430 1 | 397 6 | 993.8 | 193,813.50 | 195 |



Additional information in relation to the Joint
Administrators' fees pursuant to Statement of Insolvency - Appendix D
Practice 9

1 Policy

Detailed below is Zolfo Cooper's policy in relation to:

- staff allocation and the use of sub-contractors;
- professional advisors; and
- disbursements.

1.1 Staff Allocation and the use of Sub-contractors

The Joint Administrators' general approach to resourcing their assignments is to allocate staff with the skills and experience to meet the specific requirements of the case.

The constitution of the case team will usually consist of a Partner, a Senior Associate, an Associate and an Analyst. The exact constitution of the case team will depend on the anticipated size and complexity of the assignment and the experience requirements of the assignment. On larger, more complex cases, several staff at all grades may be allocated to meet the demands of the case. The Joint Administrators charge out rate schedule below provides details of all grades of staff and their experience level.

With regard to support staff, the Joint Administrators would advise that time spent by treasury in relation to specific tasks on an assignment is charged. Only if there is a large block of time incurred by a member of the secretarial team, e.g. report compilation and distribution, do the Joint Administrators seek to charge and recover their time in this regard.

The Joint Administrators have not utilised the services of any sub-contractors in this case.

1.2 Professional Advisors

On this assignment the Joint Administrators have used the professional advisors listed below. The Joint Administrators have also indicated alongside, the basis of their fee arrangement with them, which is subject to review on a regular basis.

| Number of State and Landing | Baris of Resilitingsment |
|---|----------------------------------|
| Wragge & Co LLP (legal advice) | Hourly rate and disbursements |
| Willis Limited (insurance) | Risk based premium |
| King Sturge Limited (valuation and disposal advice) | Premium on sales price achieved |
| Naismiths Limited (contract debt matters) | , Fixed fee |
| Alexander Forbes Limited (pension matters) | "Hourty rate and disbursements |
| John Lomax (ERA matters) | A, Hourly rate and disbursements |
| Hill & Knowlton (PR and media) | Hourly rate and disbursements |



The Joint Administrators choice was based on their perception of the professional advisors experience and ability to perform this type of work, the complexity and nature of the assignment and the basis of their fee arrangement with them.

1.3 Disbursements

Category 1 disbursements do not require approval by creditors. The type of disbursements that may be charged as a Category 1 disbursement generally comprise of external supplies of incidental services specifically identifiable to the case, such as postage, case advertising, invoiced travel and external printing, room hire and document storage. Also chargeable will be any properly reimbursed expenses incurred by the Joint Administrators and their staff.

If they are incurred, they will be drawn in accordance with the Joint Administrators Proposals. Category 2 disbursements that may be incurred are as follows:

 Photocopying - charged at the rate of 10 pence per sheet for notifications and reports to creditors and other copying.

2 Charge Out Rates

Description

Zolfo Coopers' charges out rates have increased with effect from 1 January 2011. A schedule of revised charge-out rates for this assignment is detailed below.

| The state of the s | |
|--|-----|
| Partner/Director; | |
| Partner 1* | 445 |
| Partner 2* | 395 |
| Director | 340 |
| Senior Associate [,] | |
| Senior Associate 1° | 315 |
| Senior Associate 2° | 265 |
| Associate/Analyst: | |
| Associate | 230 |
| Analyst* | 220 |
| Junior Analyst and Support Staff: | |
| Junior Analyst* | 115 |
| Senior Treasury Associate | 155 |
| Treasury Associate | 105 |
| Treasury Analyst | 80 |
| Support | 75 |
| *Кеу | |
| Partner 1 - Partners with 3 or more years experience at partner level | |
| Partner 2 - Partners with less than 3 years experience at partner level | |
| Senior Associate 1 - Staff who have been Senior Associates for over 2 years | |
| Senior Associate 2 - Staff who have been Senior Associates for less than 2 years | |
| Analyst Staff who have been Analysts for more than 1 year | |
| | |

Junior Analyst - First year Analysts